

## MINUTES OF THE NEENAH WATER WORKS COMMISSION

Regular Meeting

April 16, 2018

The Hauser Room, City Hall

**Present:** President Kaufert, Commissioners, Smaby, Schmeichel, Lang, and Director Taylor

**Excused:** Commissioner Boyette

**Also Present:** None

Mayor Kaufert called the meeting to order at 4:34 p.m.

Minutes March 2018 – Following discussion, **M.S.C. Lang/Schmeichel to approve the March 26, 2018, Special Meeting Minutes.** All voting aye.

Invoices March 2018 – Following discussion, **M.S.C. Schmiechel/Smaby to approve the invoices for March 2018.** All voting aye.

Appearances – None

**M.S.C. Smaby/Lang to convene into closed session pursuant to Wis. Stat. § 19.85 (1) (c) for the purpose of considering employment, promotion, compensation or performance, evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.** All voting Aye

Reconvene in Open Session – The Commission reconvened at 5:15 p.m.

Discussion of the 5–Year Capital Improvement Plan (CIP), (2018 – 2022)

Director Taylor explained the 5-year Distribution System replacement schedule.

Director Taylor explained the Plant, Metering, & Equipment portion of the 5–Year CIP. Highlights include the planned delay of the replacement of the granular activated carbon filters, the razing of the old portion of the filtration plant, replacement of the 30-ton CO2 tank, residential water meter replacement, and a new water meter reading system.

Following discussion, **No Action Taken**

Director's Report

1. Non-Billable Water Report (December, January, February) 12.09% up from (November, December, January) 6.65%.

Non-Billable Water Report (November, December, January) 6.65% up from (October, November, December) -0.84%.

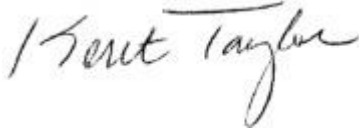
2. The Towerview Drive Water Tower Project is moving along. The cellular providers that lease space on the tower are in the process of removing their equipment from the tower and setting up Tower on Wheels (TOW).

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3. The Chemical Feed and Delivery System Project is moving forward. The project will be advertised on April 25 and May 9 with bids for the project due on Thursday, May 17, 2018.
4. Contract 1-18 & 2-18 update. The Water Utility portion of Contract 1-18 came in under budget, and the Water Utility portion of Contract 2-18 came in over budget.
5. The open Distribution Technician I (DMTI) Position has not been filled. Efforts to fill the position continue.
6. On March 16, 2018, the water main in the 100 block of East Doty Avenue failed. A large piece of the water main blew out, causing a substantial leak. Utility personnel worked on the water main repair until 8:00 p.m.
7. The next Water Commission Meeting is scheduled for May 21, 2018.

Adjournment – **M.S.C. Schmeichel/Smaby to adjourn at 6:04 p.m.** All voting aye.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kent Taylor".

Kent Taylor, Director  
Neenah Water Utility